



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

November 2, 2005

Board of Supervisors
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To: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen 
Chief Administrative Officer

**REQUEST TO APPOINT KAMILLE E. WRIGHT TO THE POSITION OF ASSOCIATE
HOSPITAL ADMINISTRATOR II AT THE DEPARTMENT OF HEALTH SERVICES'
MARTIN LUTHER KING, JR/DREW UNIVERSITY (MLK/DREW) MEDICAL CENTER**

Consistent with the County's policies on management appointments, the Department of Health Services requests authority to appoint Ms. Kamille E. Wright to the position of Associate Hospital Administrator II, at MLK/Drew, with an annual salary of \$125,000.00 (\$10,416.67 per month). The requested salary places Ms. Wright within the fourth quartile of salary range, R-12. This item is vacant and funded within the Department's 2005-06 Final Budget.

The Department indicates that Ms. Wright will function as the Chief Operating Officer (COO) at MLK/Drew. As COO, she will be responsible for directing and administering activities related to hospital programs, services and the day-to-day operations of the medical center. As a member of the facility's senior management team, Ms. Wright will play a significant role in assisting MLK/Drew to achieve hospital accreditation standards as well as achieving high standards of patient care.

The Department indicates Kamille E. Wright is highly qualified for this position with 10 years of professional experience in hospital operations and program development. For the past five years, she has been a hospital administrator at Kings County Hospital with 667 beds and approximately 550,000 emergency visits. As a professional hospital administrator, Ms. Wright has experience in hospital operations as well as providing support and coordination on the Joint Commission on Accreditation of Healthcare Organizations surveys and inspections by other regulatory agencies.

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Based on the information provided by the Department regarding Ms. Wright's experience and qualifications, we concur with their request to appoint her to the position of Associate Hospital Administrator II at an annual salary of \$125,000.00.

Because of the critical needs at MLK/Drew, the Department is requesting to make this appointment as soon as possible. Therefore, in accordance with the policy on managerial appointments, unless our office is informed otherwise from your offices by November 8, 2005, we will advise the Department that they are authorized to proceed with the appointment effective November 9, 2005.

If you have questions or concerns regarding this appointment, please call me or your staff may contract George Parker of this office at (213) 974-1157.

DEJ:DIL
SAS:GP:bjs

Attachment

c: Executive Officer, Board of Supervisors
 Director of Health Services
 Director of Personnel

Kamille E. Wright, MS

SUMMARY OF EXPERIENCE:

- 10 years of professional experience in hospital operations and program development.
- Strong administrative and data analytical skills.
- Detailed-oriented, motivated, and a team player.

PROFESSIONAL EXPERIENCE:

January 2000 – Present: Kings County Hospital Center, Brooklyn, NY
Central Brooklyn Family Health Network

Administrator

9/03- Present

Kings County Hospital Center has 667 beds. System does 550K Emergency visits. The Central Brooklyn Family Health Network is comprised of 1 acute care hospital centers, 1 long term care facilities, 12 diagnostic and treatment centers, 10 family health service sites, 2 community health centers and 1 alcoholism and treatment center.

- Manage daily operations of 42 acre campus during weekends in absence of Senior VP.
- Monitor management of patient flow from Emergency Departments to inpatient units thereby reducing waiting time from 4 hours to 2 hours.
- Troubleshoot any issues of concern of hospital departments/personnel.
- Coordinate hospital and network special projects and programs.
- Organize and monitor network workgroups.

Associate Director/Network Operations

1/00 – 9/03

- Responsible for assisting Senior Vice President with overall operational and programmatic aspects of all Network sites and programs.
- Functioned as integral member of Kings County Executive Management Committee and Network Executive Management Committee.
- Assisted with implementation of hospital and network strategic plans.
- Coordinated hospital and network special projects and programs.
- Organized and monitored network workgroups.
- Monitored and assisted in development of community health projects and programs.
- Managed budget of Office of Executive Director and Network Administration.
- Provided support and coordination for JCAHO and inspections by other regulatory agencies.
- Championed establishment of Hospital-wide Management of Patient Flow Steering Committee which reduced ALOS, improved patient flow, increased customer satisfaction and increased hospital revenues by 3.5%.
- Secured over \$700K in appropriations monies for purchase of state of art Positron Emission Tomography equipment and establishment of Sickle Cell Day Center.

- Spearheaded opening of 12 bedded Inpatient Adolescent Unit.
- Assisted with implementation of Network-wide Cultural Diversity Conference, Employee Activities and Recognition Committee.

Associate Director/Executive Administration

11/97 – 1/00

North Brooklyn Health Network

Woodhull Medical Center, Brooklyn, New York

- The North Brooklyn Health Network is comprised of 413 bed acute care hospital, 2 diagnostic and treatment centers, 6 child health stations, 2 community health clinics and 7 family health service sites.
- Responsible for operational aspects of service lines (med/surg, surgery, maternal child health and all specialties) across the Network.
- 6 director reports and 52 FTEs.
- Functioned as an integral member of the Senior Management Team.
- Directed and supervised support and clinical staff of service areas.
- Coordinated special services and activities of related disciplines.
- Prepared operating plans, business plans and strategic plans for special initiatives and programs.
- Participated in development of request for proposals for service lines.
- Provided support and coordination for JCAHO and inspections by other regulatory agencies.
- Facilitated implementation of Urgent Care Center, which resulted in an increase of primary care patient base by 5%.
- Assisted in the development of integrated delivery model for the Network.
- Reorganized clinic workflow in Adult Medicine, Maternal Child Health and Specialty services to foster patient centered services.
- Coordinated efforts of the North Brooklyn Health Network Primary Care Workgroup that set the tone for primary care services across the Network.
- Created and organized Service Line Manager Training Program for newly hired managers.
- Served as Assistant Project Coordinator for hospital-based primary care renovation project.

Special Assistant to the Executive Director

10/95 - 10/97

St. Mary's Hospital of Brooklyn, Brooklyn, NY

An Affiliate of Catholic Medical Center of Brooklyn and Queens, Inc.

Administrative Fellow, Greater New York Hospital Association

9/94 - 9/95

St. Joseph's Hospital Division, Queens, NY

Catholic Medical Center of Brooklyn and Queens, Inc.

Case Manager, HIV/AIDS Treatment Services (HATS)

6/93 – 8/94

East New York Diagnostic and Treatment Center, Brooklyn New York

EDUCATION

- St. Joseph's College, Brooklyn, NY: Executive MBA, General Management, completing June 2006
- Pace University, New York, NY: BSN, Lienhard School of Nursing
- The New School University, New York, NY: MS, Health Services Management and Policy
- Norfolk State University, Norfolk, VA: BA, Political Science/Public Administration

PROFESSIONAL AFFILIATIONS:

- American College of Healthcare Executives – Member since 1994
Candidate for Diplomate status; Member of the Career Development Committee 2005-2008.
- National Association of Health Services Executives – NYR Chapter President 2003-2005
- Women in Health Management

HONORS AND AWARDS:

- New York State Regents Scholar 2003-2005
- Mrs. Lee Adamo Scholarship Award 2003-2004
- Recipient of the Erwin S. Wolfson Scholarship Award
- Greater New York Hospital Association Minority Fellowship Award

COMMUNITY ACTIVITIES:

- Mentor, Covenant Houses Rites of Passage Program 2000-Present
- Norfolk State University Alumni Association, New York Metropolitan Chapter, Member

OTHER RELATED PROFESSIONAL EXPERIENCE:

Adjunct Instructor, College of New Rochelle School of New Resources (Brooklyn campus)
1999-2003

PUBLICATIONS:

How to Succeed in Healthcare Management, *The Network Journal and Guide*, February 2004.